**Acceptable Technology Use Policy**

Theprimary purpose of the use of technology at EdTechGroup4 Educational Center (EEC) is to support, improve and enhance instructional opportunities. The use of technology is a privilege. This privilege may be revoked in the occurrence of inappropriate use.

A personal technology device (PTD) is a portable, Internet-accessing device that is not the property of the school that can be used to transmit communications by voice, written characters, words or images, share information, record sounds, process words, and/or capture images. Examples of these include, but are not limited to, cellphone, E-reader, tablet or laptop computer.

The students of EEC are provided with technical resources that include Internet-accessing devices and service. These resources are used to improve instruction and for communication within the school, local, and global communities. Students are allowed to utilize these resources based on the adherence to the rules and policies set forth by the school board and EEC administration. The rules and policies are in place to promote the safe, legal, and responsible use of technological resources and apply to all devices and services, whether or not they are school property. All possible prohibitive uses cannot possibly be described – any questionable activity should be addressed to EEC administration or staff.

1. **Acceptable Use of Technology Resources**

1. EEC’s Technological Resources (devices, Internet, etc.) are provided for supplementing and enhancing instruction and should be used only for school-related purposes. A student may possess a PTD as long as it is off and put away when not being used for teacher-directed, educational reasons.

2. Students must comply with School Board policies (as stated in the Student Code of Conduct), EEC’s rules and policies and all applicable laws concerning copyrights and trademarks, confidential information, plagiarism, and restricted and/or obscene material.

3. Students must comply with all classroom specific rules regarding the use of technology resources and be responsible digital citizens.

1. **Unacceptable and Prohibited Use of Technology Resources**
2. Students may not create, view, access, submit, post, publish, transmit, download, store, print or displayimages, graphics, sound files, text files, documents, messages or other material that is obscene, defamatory, abusive, profane, harassing, bullying and/or considered harmful to minors. A student who participates in one or more of these acts will have their device confiscated, the inappropriate materials removed and disciplinary action will occur.
3. Students may not engage in any intentional or negligent actions that result in damage to EEC’s technology resources.
4. Students may not use technology resources for any unauthorized or unlawful activities.
5. Students may not copy, share, or download any copyrighted material or software purchased by the school system. Unauthorized copying is illegal and may result in criminal charges.
6. Students must respect the privacy of others. When using e-mail, blogs, or other forms of electronic communication, students should not reveal personal information about themselves or other students.
7. Students may not claim another person’s work found on the Internet as their own. All Internet sources used in student work should be properly referenced.
8. Students may not use the ID, password, or account of a fellow student. Students are prohibited from reading, blocking, altering, changing or deleting communications and/or files of another student.

Teachers shall make reasonable efforts to supervise students’ use of the Internet during instructional time, to ensure that such use is appropriate for the student’s age and purpose of the use. EEC will take reasonable precautions to prevent students from accessing material and information that is obscene, pornographic or otherwise harmful to minors, including violence, nudity, or graphic language that does not serve a legitimate educational purpose.

1. **Additional Rules for Use of PTDs**
2. Students are permitted to use PTDs in school provided they comply with the policy and rules stated in the Student Code of Conduct, EEC’s technology resources policy, and classroom rules.
3. Violation of any of the above rules and policies may result in the revocation of the privilege of using the device at school and/or disciplinary action.
4. EEC is not responsible for damage, loss, or theft of PTDs.
5. There is no expectation of privacy when utilizing EEC’s technology resources. All information or materials accessed on EEC’s property is subject to analysis or review by EEC.
6. Upon the discovery of inappropriate online behavior, during or after school hours, that could result in disruptive or harmful behavior, students may be discipline according to school policy.
7. **Consequences for Noncompliance to the Acceptable Use Policy for Technology**
8. A failure to follow policy rules will be deemed a minor or major offense by teacher and administrators, depending on the nature of the offense.
9. The teacher will handle administering the consequence for a first minor offense.
10. A repeat of the minor offense will be regarded as a major offense.
11. Violation of policy rules will be given consequences in the same manner as other school violations. Consequence sequence is as follows: loss of the privilege of using any technology resources, expulsion, legal action, and in certain cases, the offense may constitute a criminal offense.

By signing this document, you agree to comply with this Acceptable Technology Use Policy.

Student Printed Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Signed\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Printed Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Signed\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_